



CITY OF ATLANTA 2026 SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)

EMPLOYERS FAQ

EMPLOYERS / BUSINESSES

1. **What is the purpose of this program?**

The City of Atlanta's Summer Youth Employment Program aims to enhance workforce development through paid internships and skills-trade education. By offering 5,000 seasonal employment, apprenticeship, skills-trade education, and paid internship opportunities, the program supports youth engagement, education, and development for individuals aged 14 to 24.

2. **When is this program happening?**

The program launches on June 8, 2026, and will run through July 16, 2026. Participants may receive extensions depending on the timing of their employment offers.

3. **How do I register my business?**

To register your business, please complete the application at the following link: <https://afterschoolhq.com/ADOLEES/opportunity/summeryouthemployment>
You will receive an email with further instructions on the next steps.

4. **Will the Atlanta Department of Labor & Employment Services host a Career Fair for employers to meet potential candidates?**

Yes, The Atlanta Department of Labor & Employment Services (ADOLEES) will host a career and resource fair as a part of our orientation that will serve as an opportunity for employers to meet potential candidates.

5. **Employer Responsibility: How are participants assigned or matched to jobs?**

Participants are matched to jobs in two ways:

- Upon registration, participants can select up to three preferred industries for placement.
- The system matches participants with job postings based on their selected industries.



Employers will then receive candidate referrals and/or resumes for potential interviews. Each participating employer must attend the SYEP Employer orientation.

Employers are responsible for assigning daily tasks, securing equipment, providing workspace, and orienting the youth. The assigned supervisor will manage the youth directly.

6. How do youth participants get paid?

Participants enrolled in a summer activity funded by the City of Atlanta will receive a payroll calendar along with details about their pay. Employers hiring directly should issue their payroll calendars. Accurate time and attendance records must be maintained and submitted to SYEP staff or managed according to the employer's practices for direct hires. Bi-weekly reports on youth employment and hours worked must be submitted through the SYEP portal.

7. Payroll Information

- City of Atlanta funded participants must complete payroll documentation during their onboarding process. Worksites must reinforce our payroll process, record time accurately in the SYEP portal, and the contact information for the youth's direct supervisor and manager that they will report.
- For payroll issues, participants should first contact their on-site supervisor. Unresolved issues can be emailed to syep@atlantaga.gov with "PAYROLL ISSUE" as the subject.
- SYEP is not responsible for lost or stolen Pay Cards. Participants hired directly by employers should contact their on-site supervisor for payroll assistance.

Note: For any employer related inquiries regarding SYEP, please contact summerjobs@atlantaga.gov.